

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
The KIPP Foundation, KIPP NYC  
AND  
Syracuse University**

This MEMORANDUM OF UNDERSTANDING (“MOU”) is hereby made and entered into by and between Syracuse University, The KIPP Foundation (the “Foundation”), and KIPP New York City (“KIPP NYC”). The Foundation and KIPP NYC are collectively referred to as “KIPP.”

**A. PURPOSE OF MOU:**

The purpose of this MOU is to develop and expand a collaborative relationship between Syracuse University and KIPP to develop programs, projects, and activities that will address college access and persistence challenges for students from low-income families who are also often first-generation college students.

**B. COLLABORATIVE RELATIONSHIP OBJECTIVES:**

*The main objectives of the collaborative relationship are to:*

- Attract more KIPP students to Syracuse University, where they will have the opportunity to excel academically and contribute as leaders on campus and in the larger community;
- Endeavor to achieve an 80% 6-year graduation rate for KIPP alumni who enroll at Syracuse (hereinafter referred to as “Syracuse KIPP Alumni”); and
- Provide opportunities for the leadership and staff of both KIPP and Syracuse to meet and create new strategies to address the challenges students from low-income families and/or first-generation college students face within higher education.

**C. FOUNDATION RESPONSIBILITIES: By signing this MOU, the Foundation agrees to do the following:**

*Support recruitment of KIPP students to Syracuse University by:*

- Collaborating with KIPP schools and regions to provide Syracuse University access to recruit high performing candidates from the KIPP school network, with a particular focus on those interested in science and math fields and those students in the following geographic areas: Los Angeles, CA; Houston, TX; Atlanta, GA; and Chicago, IL.
- Providing Syracuse University’s admissions office with access to contact and profile information for KIPP students who are potential candidates for Syracuse University, as permitted by federal and state student privacy laws;

- Subject to federal and state student privacy laws, using reasonable efforts to provide Syracuse University's admissions office with a list of KIPP alumni who, to the Foundation's knowledge, apply for admission;
- Providing opportunities for Syracuse University representatives to meet with KIPP educators and KIPP Through College staff from across the country at the annual KIPP School Summit and other relevant KIPP gatherings;
- Collaborating with KIPP schools and regions to portray Syracuse University as an attractive higher education option and official "KIPP College Partner" to their current students, and encourage students to pursue Syracuse University opportunities such as campus visits and pre-college programs; and
- Listing Syracuse University as a "KIPP College Partner" on KIPP publications, websites, and social media platforms.

***Collaborate to improve college persistence and completion of Syracuse KIPP Alumni by:***

- Providing feedback from Syracuse KIPP Alumni on what works to support first generation college students from low-income families; and
- Collaborating with Syracuse University staff to design on-campus workshops and programs for Syracuse KIPP Alumni to improve persistence (e.g., FAFSA renewal information sessions, peer-to-peer mentoring, etc.).
- Subject to federal and state privacy regulations, sharing data on Syracuse KIPP Alumni to better understand the tools and the resources that help Syracuse KIPP Alumni thrive at Syracuse University.

***Allow Syracuse University to use the designation "KIPP College Partner" publicly.***

**D. KIPP NYC RESPONSIBILITIES: By signing this MOU, KIPP NYC agrees to do the following:**

***Provide the KIPP NYC KIPP Through College Executive Director as a single point of contact to manage the collaborative relationship between Syracuse and KIPP by:***

- Managing communications with Syracuse University;
- Coordinating and attending a semi-annual meeting of Syracuse leadership and staff and KIPP leadership and staff to review the status of the collaborative relationship and make appropriate adjustments; and
- Coordinating with KIPP through College counselors and other KIPP staff who are involved in the collaborative programs and activities.

***Present the KIPP NYC community as a resource for enhancing Syracuse University's teacher preparation program and providing career opportunities for Syracuse University students by:***

- Offering KIPP NYC schools as observation sites for Syracuse students enrolled in teacher preparation programs and/or Syracuse students studying education and related fields such as audiology and speech and language;
- Coordinating with Syracuse to establish KIPP NYC schools as certified off-campus work study sites for summer work; and

- Providing information on full-time teaching opportunities at KIPP for Syracuse University alumni with teaching experience.

**E. SYRACUSE UNIVERSITY RESPONSIBILITIES: By signing this MOU, Syracuse agrees to do the following:**

***Appoint a senior staff member to serve as a campus liaison who will manage the relationship with KIPP NYC's KIPP Through College Executive Director and other KIPP staff. The campus liaison will:***

- Identify at least one member of the faculty or one professional staff member to assist with executing the college collaborative relationship made by Syracuse;
- Organize a semi-annual meeting of KIPP leadership and staff and Syracuse University leadership and staff to review Syracuse KIPP Alumni student progress and the success of recruitment and student support initiatives;
- Serve as a college collaborative relationship ambassador to other colleges and universities interested in partnering with KIPP;
- Work with Syracuse University's schools/colleges and divisions to coordinate effectively and ensure that the needs of Syracuse KIPP Alumni are met;
- Allocate adequate staff to conduct pre-enrollment outreach to ensure that KIPP students and alumni who have been admitted to Syracuse University ("KIPP Matriculates") transition smoothly from high school to Syracuse University, including but not limited to:
  - Help KIPP Matriculates secure housing on campus their first year of study
  - Invite KIPP Matriculates and their families to Syracuse University's Spring Receptions for admitted undergraduates and/or Multicultural Spring Program
  - Develop and implement affinity activities and structures for incoming KIPP Matriculates and Syracuse KIPP Alumni
- Appoint staff to facilitate mentoring meetings and activities between older Syracuse students and younger Syracuse KIPP Alumni throughout the college experience;
- Schedule meetings once a semester at Syracuse University between Syracuse KIPP Alumni, Syracuse staff, and KIPP staff to discuss the quality of Syracuse KIPP Alumni's campus experience as well as any topics relevant to college persistence; and
- Work with the appointed member of the faculty or professional staff member to identify early alert triggers that decrease persistence and proactively work with Syracuse KIPP Alumni and KIPP Through College counselors and advisors to counter those triggers.

***Recruit, admit, and enroll a cohort of KIPP alumni, targeting approximately 15-20 students per year for the 2013-14 academic year and each year thereafter by:***

- Targeting KIPP students and alumni during fall application outreach efforts (e.g., visit KIPP schools and schools attended by KIPP alumni, invite KIPP students and alumni to regional receptions and campus perspective student events, send mailings);

- Educating KIPP through College counselors and advisors about Syracuse University (e.g., invite them to campus visits or campus events, send Syracuse University representatives to KIPP events, send Syracuse University publications to assist with recruitment initiatives.);
- Promoting pre-college opportunities to KIPP students, alumni, and KIPP Through College counselors;
- Identifying a single point of contact in the admissions office who will track KIPP student and alumni applicants and support them in the Syracuse application process; and
- Using a holistic admissions review process that considers the unique character, background, leadership potential, and diversity that KIPP Matriculates would contribute to Syracuse's academic environment and community.

***Beginning in the summer of 2013, invite KIPP students to participate in various pre-college summer program currently hosted by different Syracuse University schools and colleges.***

***The goals of the summer programs will include:***

- Strategies for success aimed at achieving college persistence and college completion within four to six years;
- Expose KIPP students to the rigor and expectations of the college experience;
- Expose KIPP students to rigorous college-level coursework with Syracuse faculty through academic modules;
- Provide staff mentorship to support the social and the emotional needs of participating students, manage the program's operations, and ensure that the program meets the goals agreed upon by KIPP and Syracuse University; and

***By June 30, 2013, evaluate the possibility of funding these programs for KIPP students beginning in summer 2014.***

***Make higher education more affordable for KIPP Matriculates by:***

- Addressing the full financial need of all KIPP Matriculates;
- Supporting efforts to identify scholarship dollars for KIPP students who meet certain academic requirements;
- Ensuring that outside scholarships lower or reduce self-help components of KIPP Matriculates' financial aid packages (including but not limited to work study) and fund one-time purchases of academic tools (i.e., computer) before they are applied against any Syracuse-funded grants or scholarships;
- Waiving application and deposit fees for KIPP students applying to Syracuse; and
- Allowing a selected number of Syracuse KIPP Alumni and/or other students enrolled at Syracuse to use work-study dollars to mentor KIPP Matriculates.

***Subject to federal and state student privacy laws, track and share academic data of Syracuse KIPP Alumni with KIPP by:***

- Executing a Family Educational Rights and Privacy Act ("FERPA") agreement that allows the sharing of student level data; and

- Tracking and compiling Syracuse KIPP Alumni student data, including course selection, cumulative GPA, majors, and enrollment rosters.

*Allow KIPP to refer to Syracuse University as a “KIPP College Partner” publicly.*

**F. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

1. MODIFICATION. Modifications to this agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by authorized officials, prior to any changes being performed.
2. USE OF SYRACUSE UNIVERSITY’S LOGO AND SEAL. Syracuse grants KIPP permission to use Syracuse University’s logo and seal for the exclusive use and purpose of promoting Syracuse University and the University’s programs on materials distributed to KIPP schools, KIPP students and alumni, and on KIPP websites.
3. USE OF DATA. Both KIPP and Syracuse may use data about KIPP alumni who apply to, matriculate at, attend, and graduate from Syracuse in public reports subject to state and federal law regarding student privacy and education records with prior approval of the other entity.
4. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts KIPP or Syracuse University from participating in similar activities with other public or private agencies, organizations, and individuals.
5. TERMINATION. Either party, upon thirty (30) days written notice, may terminate the agreement in whole or in part, at any time. Students already matriculated at Syracuse University, though, may continue their studies and their financial aid will not be jeopardized.
6. PRINCIPAL CONTACTS. The principal contacts for this instrument are:

**Syracuse University: Donald Saleh**  
 Vice Presidentt for Enrollment Management  
 212 Bowne Hall  
 Syracuse University  
 Syracuse, NY 13244  
 315-443-5559  
 dasaleh@syr.edu

**KIPP Foundation: Craig Robinson**  
 National Director of Alumni Services  
 520 8th Avenue, Suite 2005 | New York, NY 10018

Direct: 646-381-1709 | Office: 212-233-5477 x7709 | Fax: 212-233-5454 | Cell: 917-224-8258  
crobinson@kipp.org

**KIPP NYC: Jane Martínez Dowling**  
Executive Director, KIPP Through College  
30 Broad Street, 10<sup>th</sup> Floor  
New York, NY 10004  
212-991-2640 ext. 1145 (office)  
917-885-1531 (cell)  
212-666-2406 (fax)

7. STUDENT PRIVACY. The parties agree to abide by the Family Educational Rights and Privacy Act (“FERPA”) and any other applicable federal and state laws/regulations addressing student privacy.

Syracuse University shall request from each Syracuse KIPP alumnus/alumna, prior to disclosing any records to KIPP that are protected by FERPA or any other applicable federal and state laws, a signed informed consent that allows Syracuse University to share the student’s academic records with KIPP.

KIPP shall be responsible for obtaining from each current KIPP student, prior to disclosing any records to Syracuse University that are protected by FERPA or any other applicable federal and state laws, a signed informed consent that allows KIPP to share the student’s academic records with Syracuse University.

8. COMMENCEMENT DATE. This agreement is executed as of the date of last signature.
9. RELATIONSHIP OF PARTIES. Syracuse University and KIPP shall be independent contractors and not partners, joint venturers, principal and agent, or any other similar relationship. Neither institution shall have, or hold itself out as having, the power or authority to bind or create liability for the other by its negligent or intentional act or omission.
10. RENEWAL. The parties will review this agreement on an annual basis and will decide at that time whether the agreement will be renewed for additional year(s).

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

FOR: **Syracuse University**

Date: 6/25/12

  
Name and Title: Nancy Cantor, Chancellor and President

FOR: **The KIPP Foundation**

Date: \_\_\_\_\_

\_\_\_\_\_  
Name and Title: Richard Barth, CEO

FOR: **KIPP New York City**

Date: \_\_\_\_\_

\_\_\_\_\_  
Name and Title: Dave Levin, Superintendent